

POSITION DESCRIPTION

Program Delivery Branch Floodplain Management Specialist -Riverine

Duties

Develops and implements strategy for NFIP coordination, compliance, and community outreach. Ensures coordination of Federal and State recovery activities that have an impact on riverine floodplain management.

Knowledge, Skills, and Abilities

Knowledge

Thorough working knowledge of the NFIP. Understanding of the practice and principles of mitigation planning as it impacts floodplain management and NFIP compliance. Background in FEMA regulations, NFIP, State ordinances, planning, building and zoning codes, and disaster floodplain management issues as it relates to riverine situations. Knowledge of NEPA requirements.

Skills

Management of floodplain management team members. National Flood Insurance Program management, Hazard Mitigation Grant Program management and Flood Mitigation Assistance program management. Communication, organization, and interpersonal skills. Map -reading skills.

Abilities

Ability to operate a computer and use MS Office ® programs. Ability to mobilize on short notice for an extensive period of time; work under stressful conditions; and operate in a politically sensitive environment. Ability to accept responsibility, make decisions, establish priorities, and solve problems. Ability to quickly assess and prioritize issues and formulate an appropriate response. Ability to conduct Community Assistance Visits (CA Vs).

POSITION DESCRIPTION

Program Delivery Branch Floodplain Management Specialist -Coastal

Duties

Develops and implements strategy for NFIP coordination, compliance, and community outreach. Ensures coordination of Federal and State recovery activities that have an impact on coastal floodplain management.

Knowledge, Skills, and Abilities

Knowledge

Thorough working knowledge of the NFIP. Understanding of the practice and principles of mitigation planning as it impacts floodplain management and NFIP compliance. Background in FEMA regulations, NFIP, State ordinances, planning, building and zoning codes and disaster floodplain management issues as it relates to coastal situations. Knowledge of NEPA requirements.

Skills

Management of floodplain management team members. National Flood Insurance Program management, Hazard Mitigation Grant Program management and Flood Mitigation Assistance program management. Communication, organization, and interpersonal skills. Map -reading skills.

Abilities

Ability to operate a computer and use MS Office ® programs. Ability to mobilize on short notice for an extensive period of time; work under stressful conditions; and operate in a politically sensitive environment. Ability to accept responsibility, make decisions, establish priorities, and solve problems. Ability to quickly assess and prioritize issues and formulate an appropriate response. Ability to conduct Community Assistance Visits (CAVs).

POSITION DESCRIPTION

Program Delivery Branch Insurance Specialist

Duties

Facilitates, in coordination with the FICO, FIA, and FIA contractor, the dissemination of flood insurance and floodplain management information to disaster affected communities.

Knowledge, Skills, and Abilities

Knowledge

Working knowledge of NFIP, private industry reinsurance, Institute for Business and Home Safety, lending/banking institute requirements, role of insurance commission, State -specific insurance issues and other hazard insurance coverages (earthquake, wind, hurricane, etc.). Basic knowledge of various FEMA programs such as HMGP, HS, IS, and FMA.

Skills

Demonstrated skills in ICC and insurance related program management, NFIP program management, and FMA program management. Communication, organization, interpersonal, general administration, leadership, and public speaking skills.

Abilities

Ability to operate a computer and use MS Office ® programs. Ability to provide training and education on flood insurance. Ability to quickly assess, analyze, and prioritize issues and formulate an appropriate response. Ability to mobilize on short notice for an extensive period of time; work under stressful conditions; and operate in a politically sensitive environment. Ability to accept responsibility, make decisions, establish priorities, and solve problems.